SAMPLE
System Awareness Data Collection Form

I. General Info

Data Input	
1. System Name	Standard Labor Data Collection and Distribution Application
2. System Acronym	SLDCADA
3. Subsystem Name	
4. Subsystem Acronym	
5. System Description	SLDCADA is a Time and Attendance System that has been chosen as the DoN standard. SLDCADA allows for centralized or distributed input, provides the capability to track civilian, military, as well as contractor labor hours against job order numbers for financial purposes, and hours against type hour codes for pay purposes. Other notable features include a leave availability check, prior pay adjustments, exception reporting, ability to query DCPS files (MER and BiMER), for easy access to employee information by authorized users. SLDCADA provides single Time and Attendance screen for input, correction, certification, prior pays, and review, which ultimately reduces the training effort and makes user input easy. All reports are on-line, resulting in a reduction of hard-copy reports. Interfaces are in place with DCPS, the DoD standard financial systems (DIFMS, STARS-FL, STARS-HQ), as well as other various local financial systems. SLDCADA is parameter driven so it can be tailored to meet indivisual site requirements. This allows the application to be customized, thereby providing a site with maximum flexib
6. System Function	Personnel
7. System Sub-Function	Time & Attendance
8. Military Department	Navy/MC
9. Sub-Organization	NAVSEA
10. Sub-Command	DoN-wide
11. Program Manager	Karen Buck
12. Program Manager Organization	ODASN (CP/EEO)
13. Commercial #	(202) 764-0713
14. Ext.	
15. DSN #	764-0713
16. Fax #	(202) 764 - 0783
17. E-mail	Buck.Karen@hq.navy.mil
18. System User	T&A for all Naval activities
19. CDA POC	Frauke Tuthill
20. CDA Sub-Organization	NAVSEALOGCEN DETLANT Yorktown
21. Commercial #	(757) 887-4730
22. Ext.	
23. DSN #	953-4730
24. Fax #	(757) 887-4162
25. E-mail	TuthillFK@ssg.navy.mil
26. Active/Ongoing	x
27. New Initiative	
28. Legacy	
29. Terminated	
30. Total Dollar Amount	$0.00
31. Total Transactions	17,500,000
32. CFO Use	Yes
33. SW Upgrade Date	10/8/1999

II. Legacy Info

34. Legacy System Roll into Name	
35. Legacy System Roll into Acronym	
36. Legacy System Turnoff Date	

III. Terminated Info

37. Date Terminated	
38. Replacement System Name	
39. Replacement System Acronym	

System ID   4000   Standard Labor Data Collection and   SLDCADA
                   Distribution Application